

IDAHO BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS

Bureau of Occupational Licenses

700 West State Street, P.O. Box 83720

Boise, ID 83720-0063

Board Meeting Minutes of 5/23/2014

BOARD MEMBERS PRESENT: Zendi Fae-Hansen Meharry - Chair
Keith Holloway
Jonathan Paine

BOARD MEMBERS ABSENT: Joshua R Thompson
Cathy Hart

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
John Kersey, Chief Investigator
Maurie Ellsworth, Legal Counsel
Eric Nelson, Board Prosecutor
Marilyn London, Technical Records Specialist

OTHERS PRESENT: Robert Vander Mewre, IHCA
Tony Smith, Benton Ellis
Robert Nahmensen

The meeting was called to order at 9:20 AM MDT by Zendi Fae-Hansen Meharry.

APPROVAL OF MINUTES

Mr. Holloway made a motion to approve the minutes of February 4, 2014. It was seconded by Dr. Paine. Motion carried.

Mr. Holloway made a motion to approve the conference call minutes of February 21, 2014. It was seconded by Dr. Paine. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She reminded the Board of the deadlines for law and rule changes.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board has a cash balance of \$22,470.82 as of April 30, 2014.

[INVESTIGATIVE REPORT](#)

Mr. Kersey gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Mr. Holloway made a motion to approve the Bureau's recommendation and authorize closure in case I-NHA-2013-1. It was seconded by Dr. Paine. Motion carried.

PROPOSED FEE INCREASE

The Board reviewed the proposed fee increase information. Mr. Holloway made a motion that the Board prepares a proposed rule change for the 2015 Legislature.

DISCIPLINE

Mr. Nelson presented a Stipulation and Consent Order in case NHA-2014-3. Mr. Holloway made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Dr. Paine. Motion carried.

OLD BUSINESS

The Board reviewed the To Do List.

NEW BUSINESS

Mr. Vander Mewre discussed with the Board the different ways that the Idaho Health Care Association can provide continuing education documentation for their trainings and asked for feedback from the Board. The Board will extend an invitation to Mr. Vander Mewre to attend a Board meeting after the summer conference.

EXECUTIVE SESSION

Mr. Holloway made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Dr. Paine. The vote was: Mr. Holloway, aye; Dr. Paine, aye; and Ms. Meharry, aye. Motion carried.

Dr. Paine made a motion to come out of executive session. It was seconded by Mr. Holloway. The vote was: Mr. Holloway, aye; Dr. Paine, aye; and Ms. Meharry, aye. Motion carried.

APPLICATIONS

Mr. Holloway made a motion to deny the exam applications for Shelley Thomas and Daniel Frazier for not meeting the educational experience requirements in Idaho Code 54-1605 and 54-1610.

Mr. Holloway made a motion to approve the administrator-in-training applications for Lowell Smith, Cable Amsden, Jeron Dickson, and Peter Haws. Dr. Paine seconded the motion. Motion carried.

Mr. Holloway made a motion to approve the application of 901131730 pending receipt of a letter from the preceptor verifying full time employment in a nursing home facility. Dr. Paine seconded the motion. Motion carried.

Mr. Holloway made a motion to approve the endorsement applications for Robert Nahmensen, Ralph Allen, Tarrin Weber, and Kevin Wall. Dr. Paine seconded the motion. Motion carried.

Mr. Holloway made a motion to hold pending the application 90113264 for information on meeting the requirements in Rule 300.02.b. It was seconded by Dr. Paine. Motion carried.

QUARTERLY REPORTS

Mr. Holloway made a motion to deny the quarterly report for a nursing home administrator-in-training for not meeting the 32 hours each month with the preceptor per Rule 400.04. Dr. Paine seconded the motion. Motion carried.

Mr. Holloway made a motion to approve the remainder of the quarterly reports. Dr. Paine seconded the motion. Motion carried.

NEW BUSINESS

Dr. Paine made an announcement that he is retiring as a Board member and that he had enjoyed his time as a Board member. The Board members and Bureau staff thanked Dr. Paine for his public service and said that he will be missed.

CORRESPONDENCE

The Board reviewed a letter from Tamara Mackenthun requesting a 3 month extension on her administrator-in-training program. Mr. Holloway made a motion to approve the 3 month extension. Dr. Paine seconded the motion. Motion carried.

The Board reviewed a letter from Angelique Frazier inquiring whether the Gerontology certificate course in addition to a Masters in Health Administration would meet the requirements to take the examination. Mr. Holloway made a motion to respond that completing the Gerontology certificate course with a

Master's degree in Health Administration would meet the examination requirements without completing the AIT program. Dr. Paine seconded the motion. Motion carried.

CONTINUING EDUCATION COURSES

Mr. Holloway made a motion to approve the following continuing education courses:

1. Qualis Health NHQCC Outcomes Congress on April 3, 2014 for 1 hour.
2. 2014 Annual Patient Safety and Quality Improvement Conference for April 3 and 4, 2014 for 16 hours.
3. 8th Annual Consensus Meeting: Putting Prevention into Practice on November 7, 2014 for 6.50 hours.
4. Faces of HD: Seeing through the Huntington's Disguise on June 12, 2014 for 6.25 hours.

Dr. Paine seconded the motion. Motion carried.

Mr. Holloway made a motion to approve part of the training, "18th Annual Western Regional Trustee Symposium," on June 11 and 12, 2014 for 5 hours and part of the "2014 Mid-Year Membership Meeting" on June 5, 2014 for 2 hours and 40 minutes.

NEXT MEETING was scheduled for August 7, 2014 at 9:00 AM MDT.

ADJOURNMENT

Mr. Holloway made a motion to adjourn the meeting at 11:55 AM MDT. It was seconded by Dr. Paine. Motion carried.

Zendi Fae-Hansen Meharry, Chair

Keith Holloway

Joshua R Thompson

Cathy Hart

Jonathan Paine

Tana Cory, Bureau Chief